

**BY-LAWS**

of the

**TORONTO HIGH  
SCHOOL CHAPTER**

of the

**NATIONAL HONOR  
SOCIETY**

**CHAPTER #1297**

## **Article I: Name**

The name of this organization shall be the Toronto High School Chapter of National Honor Society. The National Chapter Number is #1297.

## **Article II: Affiliation and Co-ordination**

This chapter of National Honor Society is an integral part of the central organization of National Honor Society, and shall be governed by the academic and financial policies laid down in the national constitution of the central organization of National Honor Society of Secondary Schools and Toronto City School District. Its coat-of-arms, motto, colors, creed, and official insignia shall be those of the national organization of National Honor Society.

The National Honor Society is an organization of outstanding juniors and seniors who demonstrate qualities of scholarship, leadership, character, and service.

## **Article III: Purpose**

The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in students of Toronto Jr/Sr High School.

## **Article IV: Membership**

Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate and honorary members have no vote in chapter affairs.

Membership in this chapter is an honor bestowed upon deserving students by the faculty, and shall be based on the criteria of Scholarship, Service, Leadership, and Character.

The membership of this organization shall be made up among students in the second semester of their eleventh grade year, and the twelfth grade at Toronto Jr/Sr High School who, because of their worthy character, good mentality, creditable achievement, and commendable attitude, have been approved for membership by the Executive Head of the Toronto Jr/Sr High School and the National Honor Society Faculty Council; provided, of course, that these students meet the requirements as set forth in the by-laws of this organization as appended herein below.

## Section 1: Membership Application by Invitation

- Non-member students in grades following the grade reports from the 1<sup>st</sup> semester, meeting the GPA requirement of the Toronto High School Chapter of the National Honor Society (3.3) will be invited to apply for membership.
- Applications for membership will be accepted during an open application period, once during the school year.
- Applications will be reviewed by the National Honor Society Faculty Council. The Council will use the application, student attendance record, student discipline record, and teacher recommendations to thoughtfully complete the Toronto High School National Honor Society Applicant Rubric. The rubric evaluates students based on the 4 pillars of the National Honor Society. A 75% or better rating in each area of the rubric is required for acceptance into the Toronto High School NHS.

## Section 2: Selection Procedures

At the beginning of the second semester, new members will be selected for the National Honor Society from among qualifying juniors and seniors. In order to be considered for membership in the National Honor Society, juniors and seniors must have a cumulative grade point average of 3.30 or above. In addition, a student must have demonstrated qualities of good character, leadership, and service as evidenced through co-curricular activities, leadership positions held, community/church activities, and/or work experience.

During the first two weeks in February, the faculty council, consisting of five (5) members, will meet to review activity forms and teacher evaluation to select new members. The criteria used in the review includes:

**LEADERSHIP:** The student who exercises leadership:

- is resourceful in proposing new problems, applying principles, and making suggestions. · demonstrates leadership in promoting school activities.
- exercises influence on peers in upholding school ideals.
- contributes ideas that improve the civic life of the school.
- is able to delegate responsibilities.
- exemplifies positive attitudes.
- inspires positive behavior in others.
- demonstrates academic initiative.
- successfully holds school offices or position of responsibility, conducts business efficiently and effectively, and is reliable and dependable without prodding.
- demonstrates leadership in the classroom, at work, and in school activities.
- is thoroughly dependable in any responsibility accepted.

**SERVICE:** The student who exercises service:

- is willing to uphold scholarship and maintain a loyal school attitude.
- participates in some outside activity: Girl/Boy Scouts, church groups, volunteer services for the aged, poor, and disadvantaged, family duties.
- volunteers dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance.
- works well with others and is willing to take on difficult or inconspicuous responsibilities.
- cheerfully and enthusiastically renders any requested service to the school.
- is willing to represent the class or school in inter-class and inter-scholastic competition.
- does committee and staff work uncomplainingly.
- shows courtesy by assisting visitors, teachers, and students.
- will have a **minimum** of 10 logged service hours and 4 service events at time of application.

**CHARACTER:** The student that exercises character:

- takes criticism willingly and accepts recommendations graciously.
- constantly exemplifies desirable qualities of personality (cheerfulness, friendliness, poise, stability).
- upholds principles of morality and ethics.
- cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- demonstrates high standards of honesty and reliability.
- shows courtesy, concern, and respect for others.
- observes instructions and rules, punctuality, and faithfulness both inside and outside of the classroom.
- has powers of concentration and sustained attention as shown by perseverance and application to studies.
- manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others.
- actively helps to rid the school of bad influences or environment.

**SCHOLARSHIP:** The student that exercises scholarship will:

- maintain a 3.3 GPA.
- maintain A's and B's in the majority of courses. C's will be evaluated by the Faculty Council based on course load rigor.

### **Section 3: Applicant and Member Requirements**

Standards of membership in the Toronto High School chapter of the National Honor Society must conform to the general features as laid down in the National Honor Society Constitution and in all cases must be approved by the membership, the sponsor, the NHS Faculty Council, and the Toronto Jr/Sr High School administration. These are stated above.

#### **In addition:**

- The nonacademic requirements shall be no out-of-school suspension of any type and no major disciplinary referrals resulting from inappropriate behavior throughout grades 9 – 12 (these would include fighting, cheating, unlawful recording, etc). Only 2 minor discipline referrals will be forgiven (these would include detention for being tardy, cell phones, etc). The severity of an infraction is to be determined by the NHS Faculty Council.
- Admittance decisions made by the Faculty Council are final. However, students that are not accepted into the Toronto High School National Honor Society may reapply in the next school year if their eligibility remains intact. No infractions from a previous school year that lead to non-selection will affect their acceptance.

### **Article V: Induction of Members**

The induction of new members into this chapter of the National Honor Society shall be one of dignity appropriate to the ideals of the organization.

- Those applicants accepting invitation will be inducted at the annual induction ceremony held during the Spring Semester.
- The induction ceremony will be held in co-operation with the National Honor Society.
- The induction ceremony will be attended by all current members and those being inducted, and will provide an opportunity for the officers to share with the new inductees the key ideals of the National Honor Society.
- Inductees families will be invited.

### **Article VI: Loss of Membership**

A probationary period or dismissal from the Toronto Chapter of the National Honor Society may occur if any member fails to uphold the key ideals of the club or violates the rules of Toronto Jr/Sr High School.

- A member of this chapter of the National Honor Society will receive a written warning from the sponsor after being absent from 2 consecutive regular monthly meetings without

preapproval or a justifiable excuse. Should a third absence occur, the member will be dismissed.

- A member of this chapter who has a scholastic record that drops below a 3.3 GPA will be placed on probation for a minimum of 9 weeks. If in that 9 week period, the member is unable to return their GPA to the 3.3 scholastic minimum, the member will be dismissed.
- Members of the Toronto High School National Honor Society are expected to complete 45 hours of community service annually. A member that fails to meet community service requirements will be placed on probation for 9 weeks and given the opportunity to complete the required amount of community service set forth in the probation; failure to do so will result in dismissal.
- A member that commits a disciplinary infraction will be placed on probation for a minimum of 9 weeks. Failure of that member to meet the criteria of his/her probation set forth by the NHS Faculty Council will result in dismissal. Any repeat infractions will result in dismissal.
- Members will be notified in writing of their probation and the expectations of them. The member and their parents will sign acknowledging receipt and understanding of expectations, and return to the club sponsor.
- Members will be notified in writing of dismissal. The member and their parents will sign acknowledging receipt and understanding and return to the club sponsor.
- A member has the right to appeal in writing a dismissal by submitting a letter to the club sponsor within 7 days of the receipt of a dismissal letter. The club sponsor will then set up a meeting in which the member can address the Faculty Council regarding the member's dismissal from this Chapter of the National Honor Society. The Faculty Council will then convene and determine a final ruling.
- If and when a member is dismissed from membership, a record of this action shall be relayed to the national office of the National Honor Society immediately.

## **Article VII: Officers**

The officers of this chapter of the National Honor Society shall be President, Vice-president, Secretary, Treasurer, and Historian.

- The duties of the President shall be to preside at the meetings; attend officer meetings; to represent this organization when necessary; and to administer the policies as laid down in this constitution and its by-laws.
- The duties of the Vice-president shall be to preside at the meetings when the President is absent or unable to perform the duties of the office; to attend officer meetings; and to assist in administering the affairs of the chapter.
- The duties of the Secretary shall be to keep the record of membership; to record the minutes of the meetings; and to carry on the necessary club correspondence; to attend officer meetings.

- The duties of the Treasurer shall be to keep a record of all financial matters pertaining to this organization; to attend officer meetings.
- The duties of the Historian shall be to take photos of special NHS events, contact the news media to take pictures for all special events throughout the year, clip newspaper articles about NHS members for the scrapbook, keeps the current scrapbook up-to-date so that it can be displayed at the formal induction.
- All officers will attend the NHS meetings, unless previously arranged with advisor.
- All officers will participate and speak at the NHS Induction Ceremony.

### **Section 1: Electing Officers**

Officers will be elected at the end of each school year, for the year that follows. In order to run for an officer position, a member must:

- Entering into their senior year.
- Be in good standing in this chapter of the National Honor Society.
- Complete an officer interest form.
- Obtain the majority of a quorum vote.

### **Article VIII: Meetings**

Regular meetings shall be held at such times and places as shall be determined by the club meeting schedule.

Special meetings may be called by the president after consultation with the approval of the faculty sponsor of the club, in order to complete a service project or plan an event.

Members are required to attend all meetings unless prior permission to be absent has been granted by the sponsor.

### **Section 1: Time and Place of Meetings**

- The time and place of meetings of this chapter of the National Honor Society shall be decided upon by the Club Sponsor and Officers on a yearly basis, and be presented to the executive head of Toronto Jr/Sr High School for approval.
- There will be a minimum of 1 meeting per month.
- Extra meetings may be called, with sponsor approval, for the execution of a project or event.
- Officers of the Toronto Jr/Sr High School Chapter of the National Honor Society may have 1 additional meeting per month, when necessary.

## **Article IX: Service**

Besides endeavoring at all times to be of service to Toronto Jr/Sr High School and its students by upholding high standards of honesty and good citizenship, this chapter of the National Honor Society shall, after consultation with and approval of the club sponsor, undertake at least one worthwhile service project per school year. This will be decided as soon as possible following the activation of the Fall Semester. The service project will be decided by quorum. All members are welcome to present activities to the membership. Service activities should benefit the Toronto Jr/Sr High School, the Toronto Community, the Ohio Valley, or some nationally established charity or non-profit group. All service activities will be approved by the Club Faculty Sponsor and School Administration.

All members are expected to participate in club sponsored community service when appropriate and able.

## **Article X: Graduation Regalia**

Members that have remained in good standing throughout their membership will receive recognition for their accomplishments and membership in this chapter of the National Honor Society at graduation. Members will be provided with a stole or chords only if they have maintained the required GPA, demonstrated the key ideals of the National Honor Society, and have completed the community service requirements.

## **Article XI: Membership Quorum**

A quorum of this organization shall be constituted by a two-thirds majority of the membership. No action may be taken which is binding unless a quorum of members is present. However, certain matters, such as discussion of service projects, the presentation of a program, and so forth, may be carried out at a special meeting without a quorum being present or may be decided upon by the officers under the leadership of the faculty sponsor.

## **Article XII: Amending the By-Laws**

The by-laws of this chapter of the National Senior Honor Society may be amended by a majority vote of the membership any time there is a quorum present (provided such proposed amendment is placed before the club, Faculty Sponsor, and THS Administration at a previous meeting), by the Club Faculty Sponsor and Toronto Jr/Sr High School Administration, or when necessary to meet the standards set forth by the National Honor Society.

